

# APA Referencing – The Basics

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## Top Tips

- Referencing and note taking go hand in hand.
    - Keep track of your references as you take notes!
  - References are needed for all ideas that are not your own, BUT...
    - “Common knowledge” (loosely defined as something a Year 7 student would know) does not need a reference.
  - General Rule = Paraphrasing is better than direct quotations.
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## In Text References

Every time you mention information or any idea that is not your own AND that is not considered to be “common knowledge”, the source must be credited directly in the text.

### **Example 1 - End of a sentence**

The field of engineering has largely developed around the positivist philosophical position (Hector, 2008).

### **Example 2 - Middle of a sentence**

An RBA paper (Simon, Smith, & West, 2009) found that participation in a loyalty program and access to an interest-free period...

### **Example 3 - Author referred to within a sentence**

Hector (2008) states that the field of engineering has largely developed around the positivist philosophical position.

## Reference List / Bibliography

This is a list of all the sources used.

- Arrange sources in alphabetical order according to author’s last name.
- Use “hanging indent” when more than one line of text for a reference (see example below).

### **Example:**

Adamich, T. (2010). Context and relationships, past and present: the role of authority in information discovery. *Knowledge Quest*, 38(3), 66-70.

Combes, B. (2012). Practical curriculum opportunities and the library catalogue. In *Connections*, 82. Retrieved from [http://www2.curriculum.edu.au/scis/connections/issue\\_82\\_2012/articles/practical\\_curriculum\\_opportunities.html](http://www2.curriculum.edu.au/scis/connections/issue_82_2012/articles/practical_curriculum_opportunities.html)

Dillon, M. & Wenzel, P. (1990). Retrieval effectiveness of enhanced bibliographic records. *Library Hi Tech*, 8(3), 43-46.

## LTCLibrary.com - Online Reference Generator

This site is very helpful for generating a bibliography.

## **Need more info?**

Visit the **LTC Library website** for links to the complete citation style guides.

As always, come see a teacher librarian for more help whenever you get stuck with an assignment. ☺

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## REFERENCE LIST / BIBLIOGRAPHY CITATION EXAMPLES

NOTE: The author's name is written as *Surname, First Initial* in alphabetical order

### Website:

<b>Corporate Author</b>	<b>Date</b>	<b>Title of webpage</b>
Australian Psychological Society.	(2008).	<i>Substance abuse: Position statement.</i>
Retrieved from <a href="http://www.psychology.org.au/publications/statements/substance/">http://www.psychology.org.au/publications/statements/substance/</a>		
<b>Human Author</b>	<b>"Retrieved from" URL of webpage</b>	
Carlton, M.	(2018).	<i>The land of the fair gone.</i>
Retrieved from <a href="https://www.thesaturdaypaper.com.au/opinion/topic/2018/03/31/the-land-the-fair-gone/15224148006022">https://www.thesaturdaypaper.com.au/opinion/topic/2018/03/31/the-land-the-fair-gone/15224148006022</a>		

### Streaming video:

<b>Who posted it</b>	<b>Date</b>	<b>Title of clip</b>
History.	(2014, May 22).	<i>Tech developments of World War I</i> [Video file].
Retrieved from <a href="https://www.youtube.com/watch?v=k7v3cq1ZJjM">https://www.youtube.com/watch?v=k7v3cq1ZJjM</a>		

### Journal:

<b>Article Author(s)</b>	<b>Date</b>	<b>Article Title</b>	<b>Journal title</b>
Conley, T.G., & Galeson, D.W.	(1998).	Nativity and wealth in mid-nineteenth century cities.	<i>Journal of Economic History</i>
		<b>Volume (Issue)</b>	<b>Pages</b>
		58(2)	468-493.

### Book:

<b>Author</b>	<b>Year of publication</b>	<b>Title</b>	<b>Place of publication</b>	<b>Publisher</b>
Smith, J., & Bruce, S.	(1997).	<i>A guide to personnel management.</i>	Sydney:	McGraw Hill.

### Image:

<b>Author</b>	<b>Year</b>	<b>Title</b>
McMillan, T.	(2009).	<i>Fantail vector</i> [Image].
Retrieved from <a href="http://www.kiwiwise.co.nz/photo/fantail-vector">http://www.kiwiwise.co.nz/photo/fantail-vector</a>		